



OFFICE OF THE PURCHASING AGENT

TOWN OF ARLINGTON  
730 Massachusetts Avenue  
Arlington, MA 02476

Telephone (781) 316-3003  
Fax (781) 316-3019

DATE: June 14, 2013

TO ALL BIDDERS

BID NO. 13-15

SUBJECT: HVAC Maintenance Service Contract/Various Buildings

**ADDENDUM NO. 1**

TO WHOM IT MAY CONCERN:

With reference to the bid request relative to the above subject, please note the following:

**REQUIREMENTS: PARAGRAPH 3: DCAM**  
**DELETE: and Energy Management Systems**

**DELETE ORIGINAL PROPOSAL PAGES (3)**  
**ADD ATTACHED CORRECTED PROPOSAL PAGES (3)**

**BIDDER MUST ACKNOWLEDGE ADDENDUM WITH SUBMISSION**

All other terms, conditions and specifications remain unchanged.

Very truly yours,

Town of Arlington

A blue ink signature of Domenic R. Lanzillotti.

Domenic R. Lanzillotti  
Purchasing Officer

## PROPOSAL

**FOR:** Maintenance Service Contract for Heating, Ventilation, and Air Conditioning Equipment- Various Buildings.

**TO:** Town Manager  
Arlington, MA 02476

The undersigned, as bidder, declares that the only persons or parties interested in this proposal as principals are those named herein; that this proposal is made without collusion with any other person, firm, or corporation; that he was carefully examined the location of the proposed work, the proposed form of contract and the specifications therein contained or referred to; that he will agree, if this proposal is accepted, to contract with the Town of Arlington, in the form of said contract, to provide all necessary tools and apparatus and furnish all materials necessary for the work, in the manner and time therein prescribed and according to the requirements of the Town Manager as therein set forth.

The undersigned proposes to furnish all labor and materials required for:

Maintenance Service Contract for Heating, Ventilation and Air Conditioning Equipment at the Arlington High School, Arlington High school Media Center, Ottoson Middle School, Gibbs School, Central School, Engineering Building, Town Hall Annex, Community Safety Building, Robbins Library and Fox Library, all in Arlington, MA in accordance with the accompanying specifications prepared by the Town of Arlington, for the contract price specified below, subject to additions and deductions according to the terms of the specifications.

### BASE BID

<b>I. LOCATION</b>	<b>BILL TO:</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
(a) Arlington High School	Town of Arlington School Department 869 Mass. Ave. Arlington, MA	\$ _____	\$ _____	\$ _____
(b) Ottoson Middle School	Town of Arlington School Department 869 Mass. Ave. Arlington, MA	\$ _____	\$ _____	\$ _____
(c) Brackett School	Town of Arlington School Department 869 Mass. Ave. Arlington, MA	\$ _____	\$ _____	\$ _____
(d) Hardy School	Town of Arlington School Department 869 Mass. Ave. Arlington, MA	\$ _____	\$ _____	\$ _____

(e) Bishop School	Town of Arlington School Department 869 Mass. Ave. Arlington, MA	\$ _____	\$ _____	\$ _____
(f) Peirce School	Town of Arlington School Department 869 Mass. Ave. Arlington, MA.	\$ _____	\$ _____	\$ _____
(g) Dallin School	Town of Arlington School Department 869 Mass. Ave. Arlington, MA.	\$ _____	\$ _____	\$ _____
(h) Central School Bldg. Gibbs School	Town of Arlington Planning Department 730 Mass. Ave. Arlington, MA	\$ _____	\$ _____	\$ _____
(i) Engineering Bldg. and Town Hall Annex	Town of Arlington Properties Div. 730 Mass. Ave. Arlington, MA	\$ _____	\$ _____	\$ _____
(j) Community Safety Building	CS Building 112 Mystic St. Arlington, MA	\$ _____	\$ _____	\$ _____
(k) Robbins Library	Robbins Library Mary Ellen Loud 700 Mass. Ave. Arlington, MA	\$ _____	\$ _____	\$ _____
(l) Fox Library 175 Mass. Ave.	Robbins Library Mary Ellen Loud 700 Mass. Ave. Arlington, MA	\$ _____	\$ _____	\$ _____
<b>BASE BID SUB-TOTAL</b>		\$ _____	\$ _____	\$ _____

## II. TIME AND MATERIALS

a.) Parts and/or Materials Cost:  
\$25,000.00 plus \_\_\_\_\_ % Total Markup \$ \_\_\_\_\_

**PLEASE NOTE:**

The successful bidder shall bill items a, b, c, d, e, f, g, h, i, j, k and l to their respective departments monthly.

**TOTAL BID PRICE: (Sum of Base Bid Sub-Total Section I and Time and Materials Section II)**

**FISCAL YEAR 2014**

(in words) \_\_\_\_\_ dollars  
(\$ \_\_\_\_\_)

**FISCAL YEAR 2015**

(in words) \_\_\_\_\_ dollars  
(\$ \_\_\_\_\_)

**FISCAL YEAR 2016**

(in words) \_\_\_\_\_ dollars  
(\$ \_\_\_\_\_)

**TOTAL PRICE FOR THREE YEARS (Award will be made to the lowest, responsive, responsible bidder based on the three (3) year total)**

(in words) \_\_\_\_\_ dollars  
(\$ \_\_\_\_\_)

**TERMS** \_\_\_\_\_

**COMPANY** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**SIGNED BY (COMPANY OFFICIAL)** \_\_\_\_\_ (Name) \_\_\_\_\_ (Title)

**TEL. NO.** \_\_\_\_\_ **DATE** \_\_\_\_\_